

# 19

## **SECTION – 19**

### **LABOR RELATIONS**

*Consistently providing professional Labor Relations Services aimed at enhancing the workforce and promoting positive relationships between the City and its labor groups.*

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## DESCRIPTION

**The Labor Relations Department** provides labor relations services for the City of Sacramento, the Sacramento Housing and Redevelopment Agency, and the Sacramento Employment and Training Agency.

- Negotiates and administers labor agreements.
- Develops citywide policies and procedures.
- Promotes, facilitates, and models excellent management/union relations.
- Advises management in handling employee grievance and disciplinary issues.
- Identifies and resolves workplace issues.
- Represents and advocates for the City.
- Trains managers and supervisors on effective labor relations practices.

## MORE INFORMATION

Please see the following for more information about the Office of Labor Relations:

**Web site** - [www.cityofsacramento.org/labor-relations](http://www.cityofsacramento.org/labor-relations)

## PROGRAMS/SERVICE HIGHLIGHTS

- Negotiate labor agreements and alternatives to lay-offs.
- Assist, advise, process and track discipline.
- Resolve grievances (disputes between the City and the Union involving the interpretation or enforcement of the express terms of a labor agreement).
- Administer layoff process, including voluntary separation program and negotiating other alternatives to layoffs.

## OBJECTIVES FOR FY2009/10

- Negotiate labor agreements expiring in June 2010.
- Review the department's business and customer service processes.
- Continue to assist departments in identifying discipline trends and provide department assistance for early intervention. Ensure follow through of investigations/fact-findings, process and track discipline cases.
- Implement and administer staffing reductions/layoffs citywide.

**APPROVED BUDGET/STAFFING CHANGES**

Service Level Impacts

The Labor Relations budget will be reduced by \$40,000, resulting in the reduction 1.00 FTE Investigator position. This reduction will result in the following service level impacts:

Negotiating Labor Agreements

- Processing timelines will be increased.

Discipline

- Processing timelines will be increased.

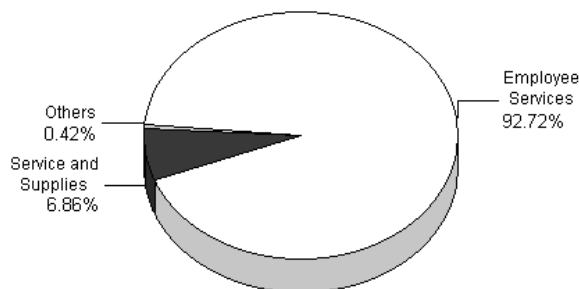
Grievances

- Processing timelines will be increased.

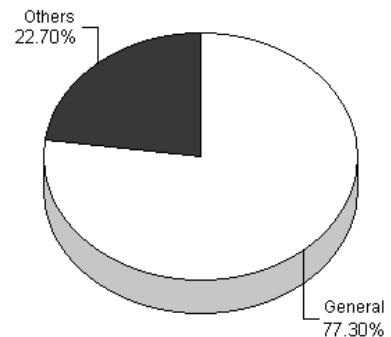
Department Budget Summary

<b>Labor Relations Budget Summary</b>	FY 2007/08 Actual	FY 2008/09 Approved	FY 2008/09 Amended	FY 2009/10 Approved	Change More/(Less) Approved/Amended
Funded Positions (FTE)	9.00	9.00	9.00	8.00	(1.00)
<b>Budgeted Expenditures</b>					
Employee Services	1,124,828	1,005,892	1,052,301	995,781	(56,520)
Interdepartmental Transfers	1,000	1,000	1,000	1,000	0
Property	3,500	3,500	3,500	3,500	0
Service and Supplies	26,314	73,478	73,642	73,642	0
<b>Total:</b>	<b>1,155,642</b>	<b>1,083,870</b>	<b>1,130,443</b>	<b>1,073,923</b>	<b>(56,520)</b>
<b>Funding Summary by Fund/Special District</b>					
General Fund	860,417	766,732	813,305	830,092	16,787
Interdepartmental Service Fund	295,225	317,138	317,138	243,831	(73,307)
<b>Total:</b>	<b>1,155,642</b>	<b>1,083,870</b>	<b>1,130,443</b>	<b>1,073,923</b>	<b>(56,520)</b>

**Budgeted Expenditures - FY2009/10**



**Funding Summary - FY2009/10**



FY2009/10 Approved Budget

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Division Budget Summary

Labor Relations Division Budgets	FY	FY		FY	Change
	2007/08 Actual	Approved	2008/09 Amended	2009/10 Approved	More/(Less) Approved/Amended
Labor Relations	1,155,642	1,083,870	1,130,443	1,073,923	(56,520)
Total:	<b>1,155,642</b>	<b>1,083,870</b>	<b>1,130,443</b>	<b>1,073,923</b>	<b>(56,520)</b>

Staffing Levels

Labor Relations Division FTEs	FY	FY		FY	Change
	2007/08 Actual	Approved	2008/09 Amended	2009/10 Approved	More/(Less) Approved/Amended
Labor Relations	9.00	9.00	9.00	8.00	(1.00)
Total:	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>8.00</b>	<b>(1.00)</b>

